

**CITY OF MORGANTOWN**

**BID CALL 2021-01  
MORGANTOWN MUNICIPAL AIRPORT  
Replacement of Doors and Glass  
With Handicap Accessibilty Controls  
BID OPENING  
THURSDAY, JULY 16, 2020  
2:00**

**PREPARED BY:**

**THE CITY OF MORGANTOWN  
MORGANTOWN MUNICIPAL AIRPORT  
100 HART FIELD ROAD**

**FINANCE DEPARTMENT  
389 SPRUCE STREET  
MORGANTOWN, WV 26505**

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**ADVERTISEMENT FOR BIDS**

**CITY OF MORGANTOWN  
BID CALL 2021-01**

**MORGANTOWN MUNICIPAL AIRPORT  
Replacement of Doors and Glass  
WITH Handicap Accessibility Controls  
BID OPENING**

Separate sealed bids will be received by the Finance Director of the City of Morgantown, West Virginia, until 2:00 pm Thursday, July 16, 2020, at which time all sealed bids on file with the Finance Department, City Hall, 389 Spruce Street, Morgantown, West Virginia, 26505.

Bid packets may be picked up at the Morgantown Municipal Airport, located at 100 Hart Field Road, Morgantown, West Virginia or may be obtained by calling (304) 291-7461.

A MANDATORY pre-bid inspection will be held on July 13, 2020 at 10am at the Airport Terminal Building FBO Offices, located on the second floor South end of building.

All bids shall be clearly marked "Sealed Bid 2021-01." Each bidder shall submit a bid bond or certified check in the amount of 2% of the total bid price. No bidder may withdraw their bid after the time set for the opening thereof, unless the award of the contract is delayed for a period exceeding thirty (30) days.

The City reserves the right to reject any or all bids and to waive irregularities or informalities in the bid or in the bidding.

Emily Muzzarelli,

Interim City Manager

Publish: Tuesday, June 30, 2020 and  
Tuesday, July 7, 2020

### **INSTRUCTION TO BIDDERS**

Sealed bids will be accepted by the Finance Director, City of Morgantown, 389 Spruce Street, Morgantown, West Virginia 26505, for the furnishing of:

#### **MORGANTOWN MUNICIPAL AIRPORT**

#### **Replacement of Doors and Glass**

#### **WITH Handicap Accessibilty Controls**

#### **BID OPENING**

As outlines in the following bid specifications contained herein. Bids to be quoted FOB Morgantown, West Virginia. All bids should be clearly marked "Sealed Bid 2021-01." Bids must be received by the Finance Department by 2:00 p.m. Thursday, July 16, 2020.

The City Council reserves the right to reject any or all bids or accept any presented which they may deem to be in the best interest of the City and not necessarily be bound to accept the low bid.

Bidders must furnish with the proposals a true statement covering length of guarantee on all items.

Each bid shall be submitted on the "Morgantown Municipal Airport Specifications for Replacement of Doors and Glass Handicap Accessibility Controls" sheet made

available herein and shall provide a price or "N/A" for all items listed. No partial bids will be accepted.

Minor details of construction and materials where not otherwise specified are left to the discretion of the vendor who shall be solely responsible for the design and construction of all features.

All exceptions to the specifications shall be listed on a separate sheet and headed "Exceptions to the Specifications." Any bid submitted without exceptions will be required to meet every detail of the specifications, regardless of cost to the bidder.

Bidders will be notified of award with sixty (60) days after bid opening.

Each bidder shall submit a bid bond or certified check in the amount of 2% of the bid price.

## **INFORMATION TO BIDDERS**

### **A. WITHDRAWAL OR PROPOSAL**

No bidder may withdraw this bid after the hour set for the opening thereof or before the award of contract, unless said award is delayed for a period exceeding sixty (60) days.

### **B. BID MODIFICATIONS**

Any bidder may modify his/her bid by facsimile or electronic communication at any time prior to the scheduled closing time for receipt of bids, provided such communications is received by the owner prior to closing time and provided further, the owner is satisfied that a written confirmation of the modifications over the signature of the bidder was mailed prior to the closing time. The facsimile or electronic communication should not reveal the bid price but should provide the addition or subtraction of other modifications so that the final prices or terms will not be known by the owner until the sealed bid is opened. If written confirmation is not received with two (2) days from the closing time, no consideration will be given to the modifications.

### **C. BIDDER QUALIFICATIONS**

Bidders must, upon request, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of

these specifications. The City will make the final determination as to the Bidder's ability.

**D. METHOD OF AWARD**

The award of the contract, if made, will be made to the Bidder in the best interest of the City.

**E. POWER OF ATTORNEY**

Attorneys-in-fact who sign bid bonds or contract bonds must file with each bond a certified and effectively dated copy of their power of attorney.

**F. COMPLIANCE REQUIREMENTS AND PROCEDURES**

All bidders must complete and submit with their bid the following certification form contained in the proposal. The Non-Collusion Affidavit must be signed by the bidder and subscribed and sworn to before a notary public. Failure to complete the aforementioned Non-Collusion Affidavit and to submit said form with bid shall be due cause for rejection of bid.

**BIDDER'S CHECKLIST**

The bidder's attention is especially called to the following forms which must be executed in full as required:

Please execute the forms that are marked by an X.

**X     A. BID SHEET**

The unit prices for "N/A" must be shown in the space provided. Show unit prices in figures, either typed or in ink.

**X     B. BID SHEET SIGNATURE**

This is to be filled in and signed by the bidder.

**X     C. BOND ACCOMPANYING BID**

Bid bond form is to be executed by the bidder and the surety company unless the bid is accompanied by a certified check in the amount of 2% of the bid price.

X D. NON-COLLUSION AFFIDAVIT

This form is to be completed and signed by the vendor and notarized.

THE FOLLOWING FORMS ARE TO BE EXECUTED AFTER THE CONTRACT IS AWARDED:

X E. CONTRACT

This agreement is to be executed by the successful bidder.

X F. PERFORMANCE BOND

This is to be executed by the successful bidder and its surety company.

**STATEMENT OF NON-COLLUSION  
BID CALL 2021-01**

State of.....)  
County of.....) ss

\_\_\_\_\_, being first duly sworn,  
deposes and says that:

- (1) He/she is the (owner, partner, officer, representative, or agent) of \_\_\_\_\_, the bidder that has submitted the attached bid;
- (2) He/She is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;
- (3) Such bid is genuine and is not a collusive or sham bid;

(4) Neither the said bidder nor any of its officers, partners, owners, agents representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or on any other bidder, or to fix any overhead profit or cost element of the bid price or the bid price of any other bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City of Morgantown or any person interested in the proposed contract; and

(5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

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Signed

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Title

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

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Notary Public

My Commission Expires \_\_\_\_\_



**BID BOND**  
**BID CALL 2021-01**

KNOW ALL BY THESE PRESENTS:

That we, \_\_\_\_\_, as

Principal and \_\_\_\_\_, as

Surety, are held and firmly bound unto the City of Morgantown, as Obligee, in the

penal Sum of \_\_\_\_\_

Dollars, for the payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, by these presents.

The condition of this obligation is such that if the Obligee shall make any award to the Principal for Bid Call 2021-01 according to the terms of the proposal therefore, and the Principal shall duly make and enter into a contract with the Obligee in accordance with the terms of said proposal or bid and award and shall give bond for

the faithful performance thereof, with Surety or Sureties approved by the Obligee; or if the Principal shall, in case of failure to do so, pay and forfeit to the Obligee the penal amount of the deposit specified in the call for bids, then this obligation shall be and remain in force and liquidated damages, the amount of this bond.

SIGNED, SEALED, AND DATE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Surety

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Resident Agent

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

### **BID SHEET**

The herein named bidder agrees to provide the following services:

**MORGANTOWN MUNICIPAL AIRPORT  
Replacement of Doors and Glass  
WITH Handicap Accessibility Controls  
BID OPENING**

at the prices indicated for each item on the attached "Specifications for the Replacement of Doors and Glass with Handicap Accessibility Controls" sheet. The bidder further acknowledges that he/she will meet all requirements listed on said "Specifications" sheet, also attached.

I hereby certify that the bid contained herein meets or exceeds all specifications of Bid Call 2021-01 for Morgantown Municipal Airport Replacement of Doors with Handicap Accessibility Controls for the City of Morgantown, West Virginia.

Signed: \_\_\_\_\_

(Authorized Representative)

Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

### Description of Services

1. Replacement of Doors and Glass with Handicap Accessibility Controls
2. All services will be performed strictly in accordance with any applicable plans and specifications, meeting all local and state codes.
3. The contractor who is awarded bid will be solely responsible for obtaining and paying for all necessary Federal, WV State, City of Morgantown licenses, permits and taxes required to perform services